

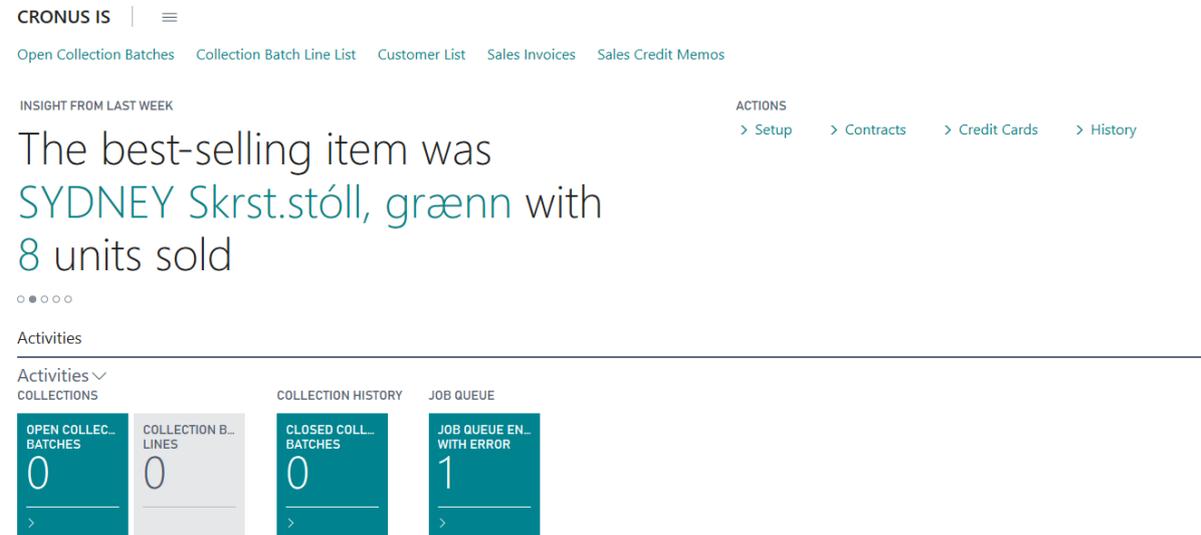
# **Advania Credit Card Collections**

Setup and instructions

# Advania Credit Card Collections

## 1. SETUP

To be able to start using *Advania Credit Card Collection*, some setup must first be configured.



CRONUS IS | ☰

Open Collection Batches   Collection Batch Line List   Customer List   Sales Invoices   Sales Credit Memos

INSIGHT FROM LAST WEEK

The best-selling item was SYDNEY Skrst.stóll, grænn with 8 units sold

○●○○○

Activities

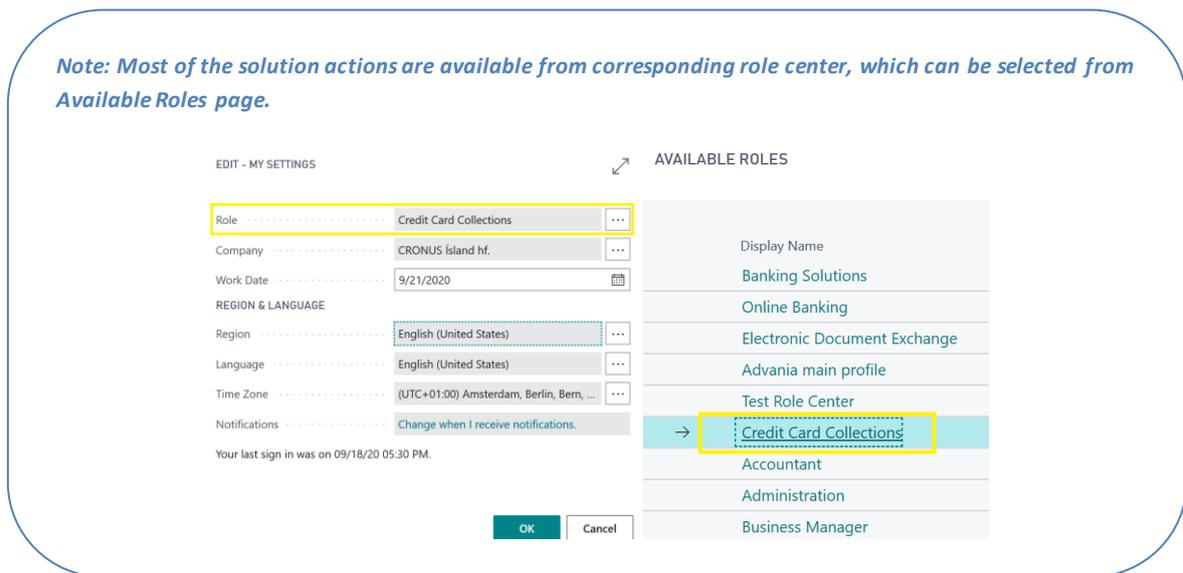
Activities ▾

COLLECTIONS

OPEN COLLEC. BATCHES	COLLECTION B. LINES	CLOSED COLL. BATCHES	JOB QUEUE EN. WITH ERROR
0	0	0	1

### Advania Banking Collections - RC

**Note: Most of the solution actions are available from corresponding role center, which can be selected from Available Roles page.**



EDIT - MY SETTINGS

Role ..... Credit Card Collections

Company ..... CRONUS Island hf.

Work Date ..... 9/21/2020

REGION & LANGUAGE

Region ..... English (United States)

Language ..... English (United States)

Time Zone ..... (UTC+01:00) Amsterdam, Berlin, Bern, ...

Notifications ..... Change when I receive notifications.

Your last sign in was on 09/18/20 05:30 PM.

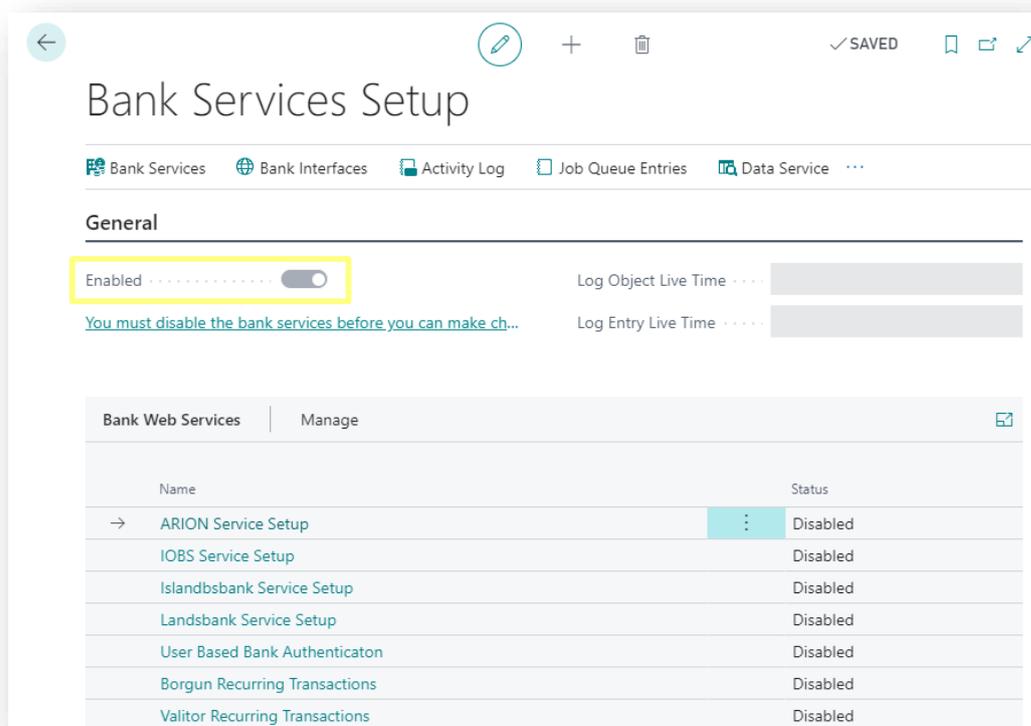
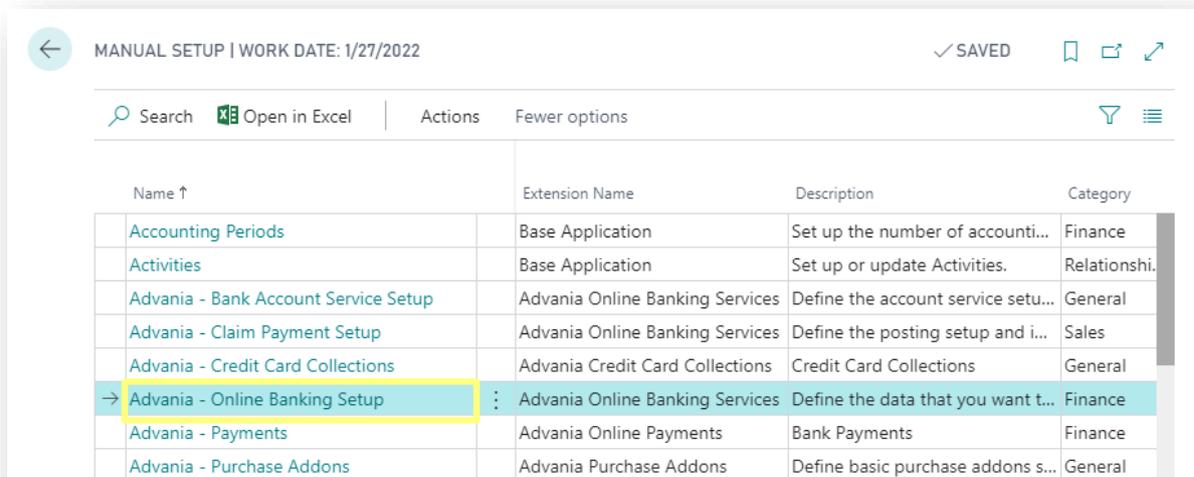
AVAILABLE ROLES

- Display Name
- Banking Solutions
- Online Banking
- Electronic Document Exchange
- Advania main profile
- Test Role Center
- Credit Card Collections
- Accountant
- Administration
- Business Manager

OK   Cancel

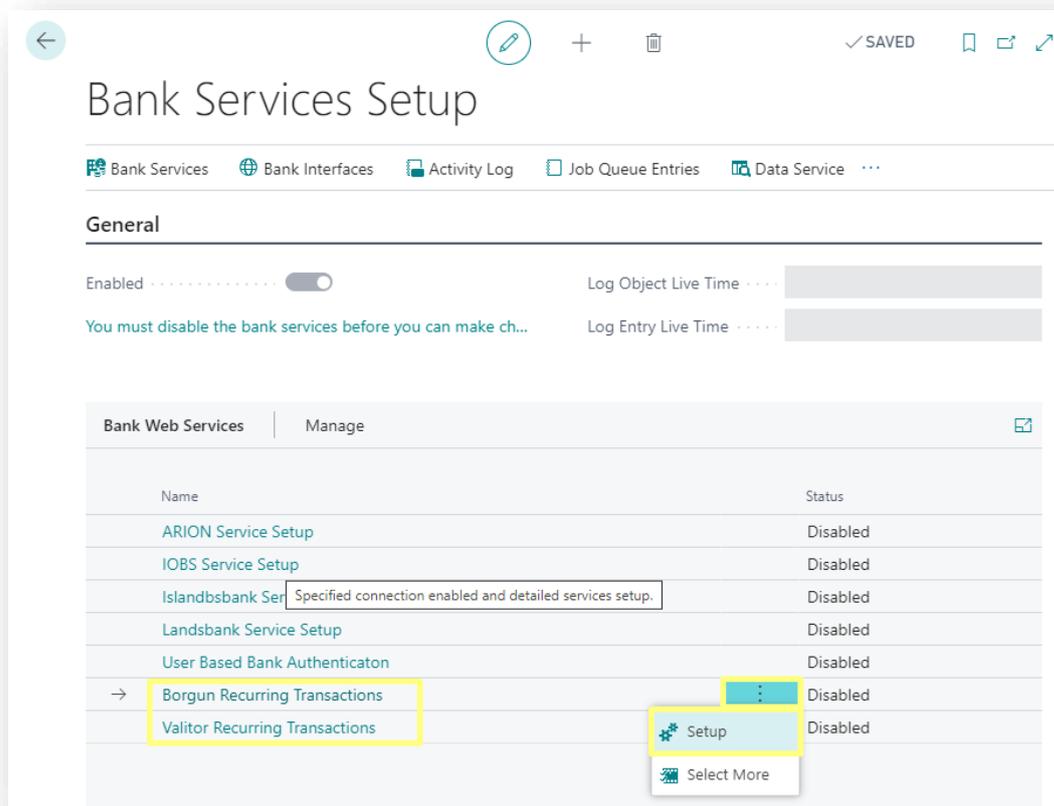
## Online Banking Setup

In order to set up connections with card companies, *Advania – Online Banking Setup* needs to be enabled, and username and password for the services need to be set up. This can be done in **Manual Setup** by clicking on *Advania – Online Banking Setup*:



Borgun and Valitor are companies that provide clients service to use credit cards.

After enabling **Bank Services Setup**, we should enable *Borgun* and *Valitor Recurring Transactions* shown in the picture below:



The green path shows the enabled web service:

Contracts | Credit Cards | Bank Services | Open Setup | More options

EDIT - BORGUN INTERFACE SETUP

✕ Enabled web service is green. In actions is possible to switch between services.

### General

Enabled  You must disable the service before you can make changes.

### Endpoints

Engage Endpoint ..... <https://services.borgun.is/paymer> Test Engage Endpoint .. <https://test.borgun.is/paymen>

Close

Contracts | Credit Cards | Bank Services | Open Setup | More options

EDIT - VALITOR INTERFACE SETUP

✕ Enabled web service is green. In actions is possible to switch between services.

### General

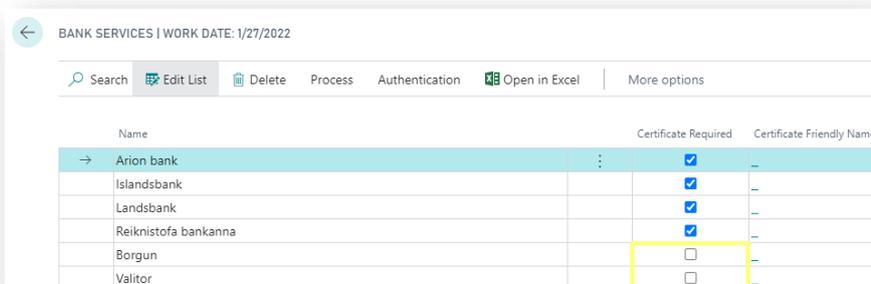
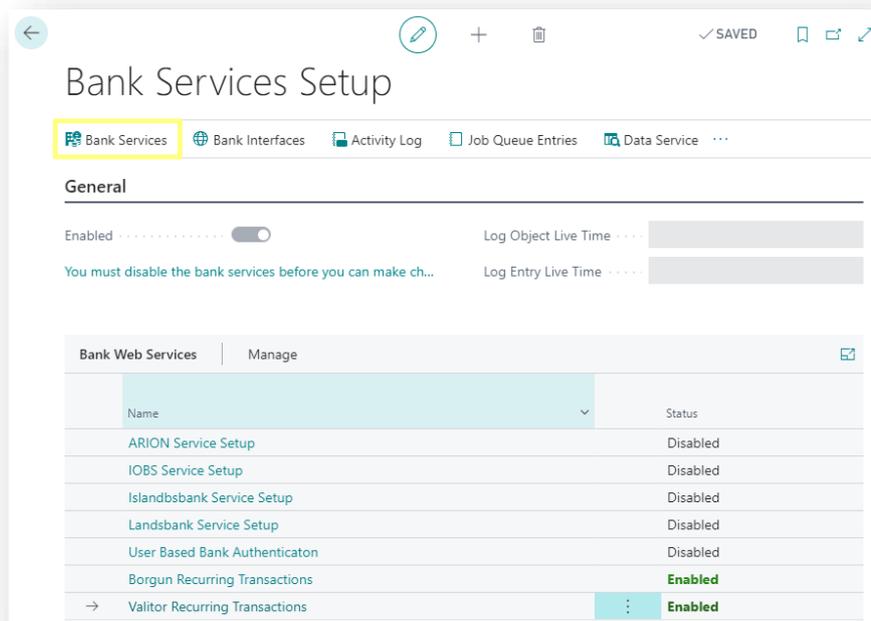
Enabled  You must disable the service before you can make changes.

### Endpoints

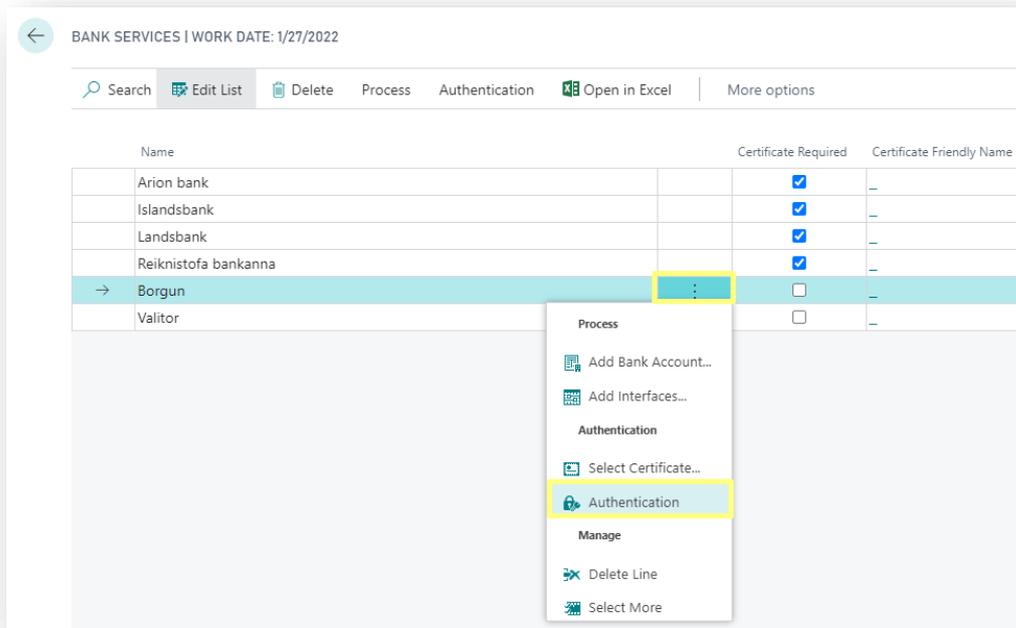
Engage Endpoint ..... <https://api.processing.valitor.com> Test Engage Endpoint .. <https://api.processing.uat.valit>

Close

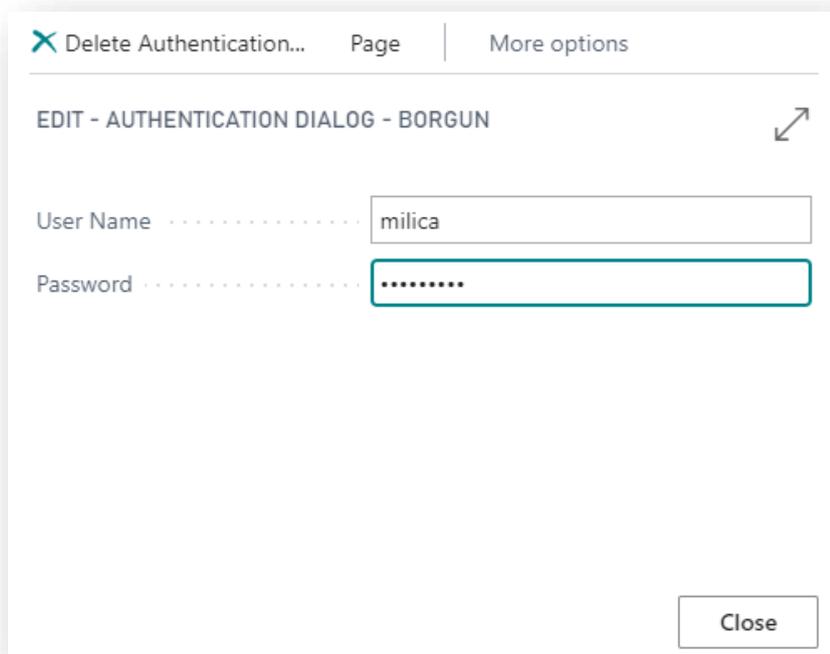
Next up, we should verify that Certificate Required option is not checked for Borgun and Valitor bank services:



Now we can set up username and password. We can do that by clicking on Authentication:



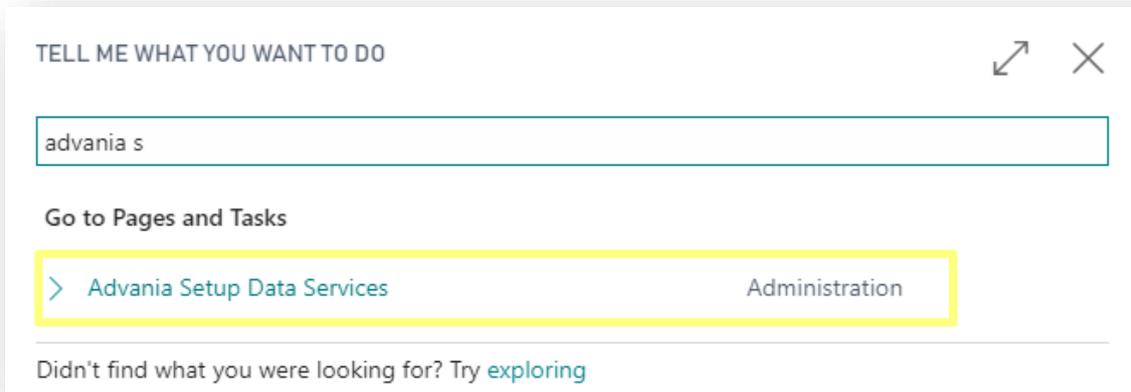
A pop-up will appear like on the image below, where we should enter username and password (do this for both Borgun and Valitor bank service):



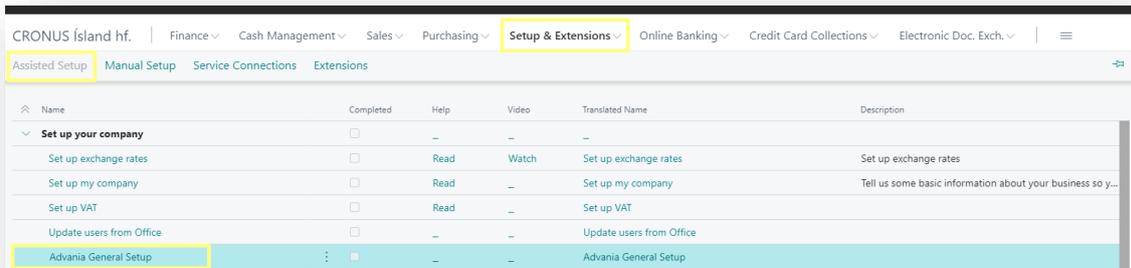
## Download Setup Data

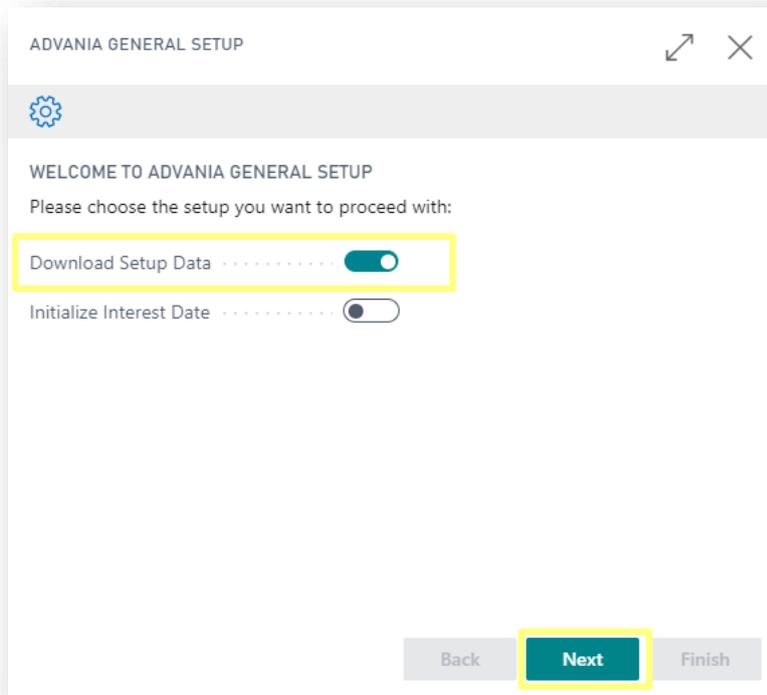
The easiest way to start using solution is to download setup data. This can be done through *Advania Setup Data Services*.

We can access *Advania Setup Data Services* via Tell Me search:

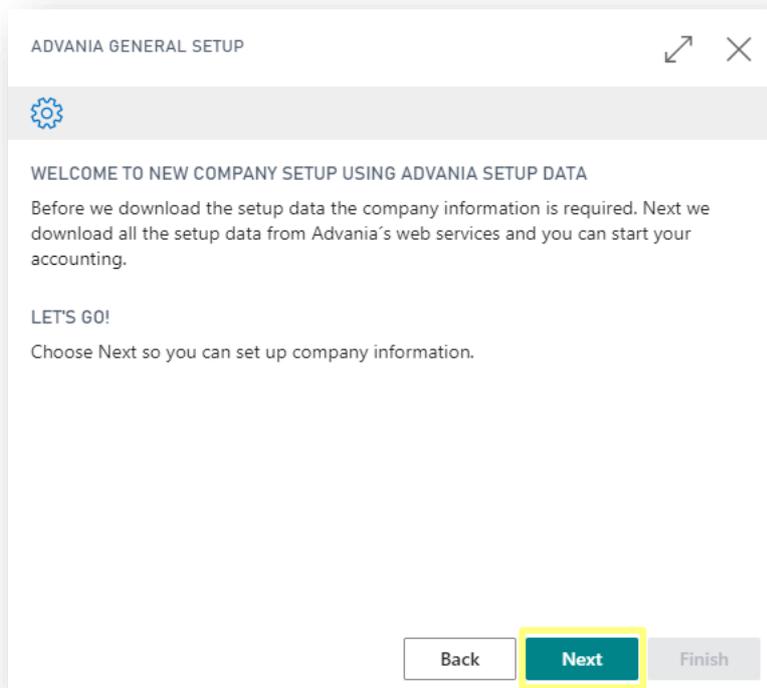


or through Advania General Setup from Assisted Setup page after choosing option Download Setup Data:





The wizard will then guide you through installations steps:



ADVANIA GENERAL SETUP

Please enter the basic company information

Registration No. .... 5902697199

Name ..... CRONUS Ísland hf.

Back Next Finish

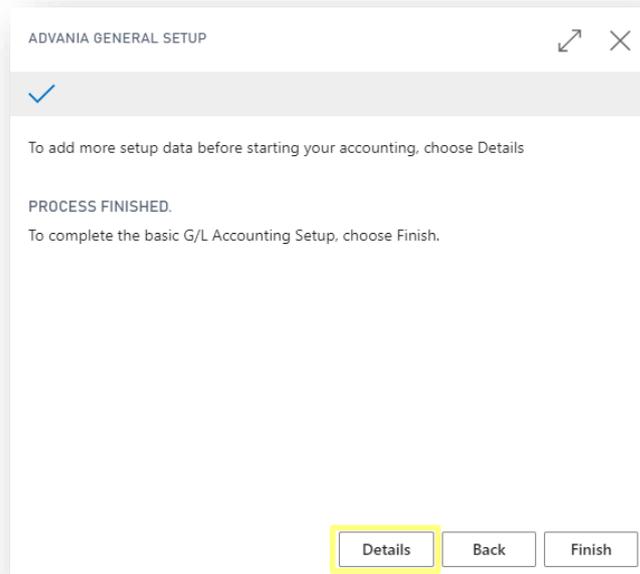
Click on Next until you reach Details.

ADVANIA GENERAL SETUP

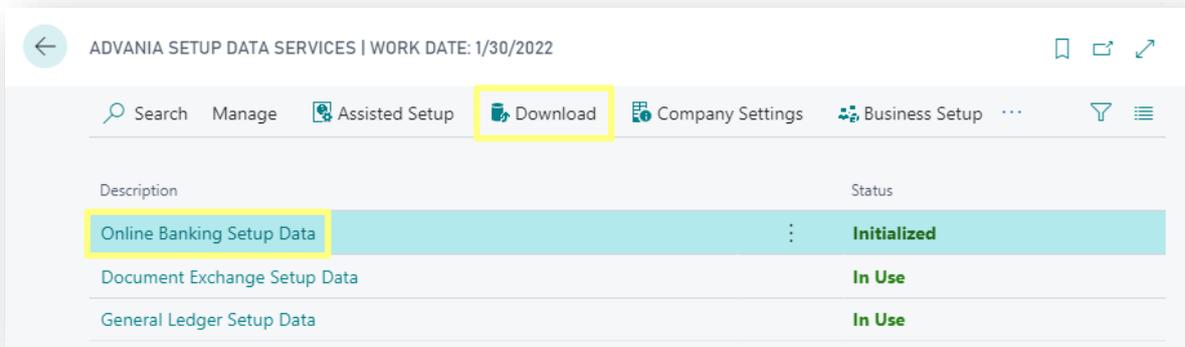
Description ..... General Ledger Setup Data

Status ..... In Use

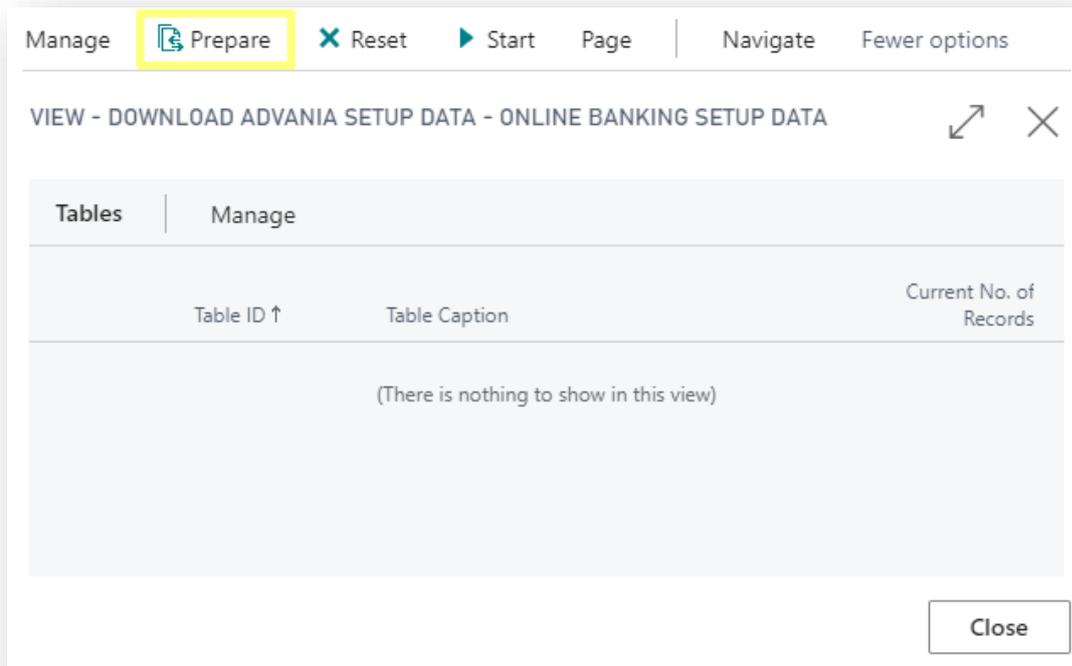
Back Next Finish



After clicking on Details, choose Online Banking Setup Data and Download.



The installation tables will appear after selecting Prepare:



Tables that are marked red already have some data in them. Select Start and data will be added to prepared tables:

Manage  Prepare  Reset  Start Page | Navigate Fewer options

VIEW - DOWNLOAD ADVANIA SETUP DATA - ONLINE BANKING SETUP DATA  

Table ID ↑	Table Caption	Current No. of Records
1224	Data Exch. Mapping	45
1225	Data Exch. Field Mapping	668
1227	Data Exch. Line Def	45
1237	Transformation Rule	31
10010493	Claim Payment Setup	1
10011001	Collection Setup	1
10011005	Collection Payment Method	
10011070	Collection Template	
10011072	Collection Type	
10011107	Valitor Reason Code	
10011158	Borgun Status Code	

Manage Prepare Reset Start Page | Navigate Fewer options

VIEW - DOWNLOAD ADVANIA SETUP DATA - ONLINE BANKING SETUP DATA

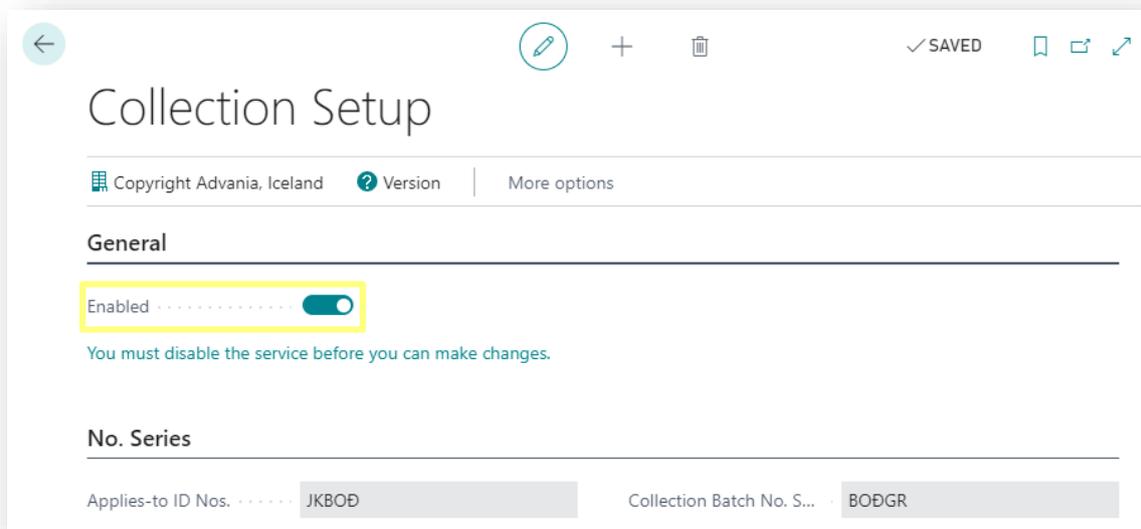
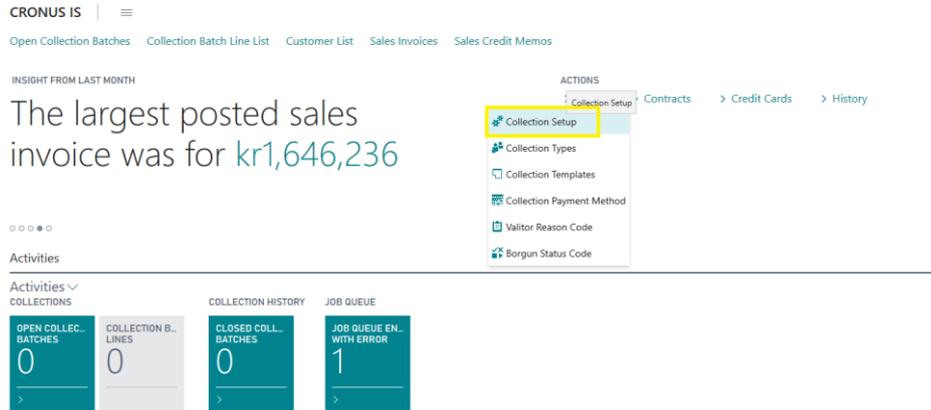
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10011001	Collection Setup	1
10011005	Collection Payment Method	4
10011070	Collection Template	4
10011072	Collection Type	2
10011107	Valitor Reason Code	31
10011158	Borgun Status Code	7

Close

After closing both windows, select Finish and Download of Setup Data will be completed.

## Collection Setup

Another setup that needs to be enabled is **Collection Setup** which can be accessed through Tell Me search or from the corresponding role center:

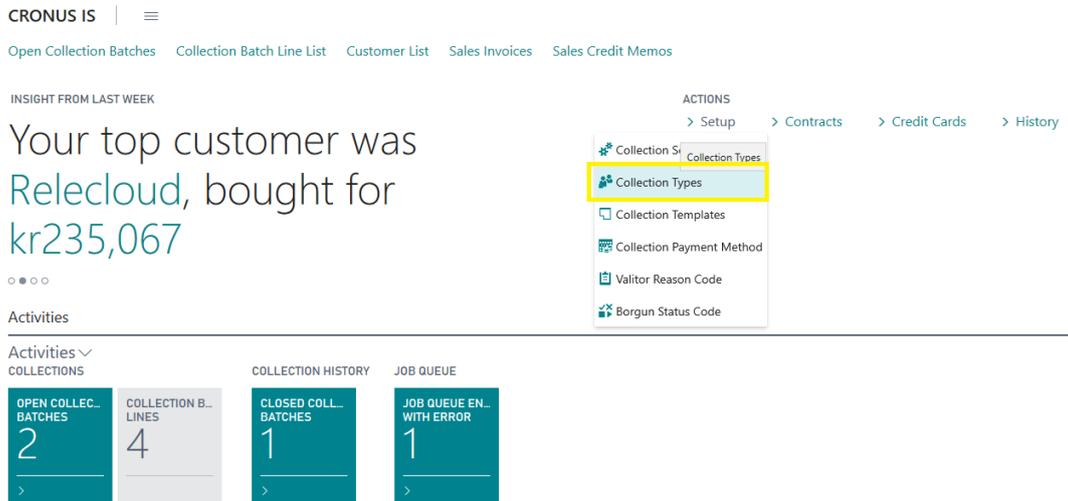


### Important Fields:

- *Applies-to ID Nos.* – No. Series for Applies-to ID Nos. used on Collections
- *Collection Batch No. Series* - No. Series for Collection Batch

## 2. INSTRUCTIONS

**Collection Types** can be found on role center under *Setup* group, or searching from Tell me box.



Advania Banking Collections – Role Center

We can see from the list that we have two **Collection Types**.

COLLECTION TYPES | WORK DATE: 4/6/2020 ✓ SAVED

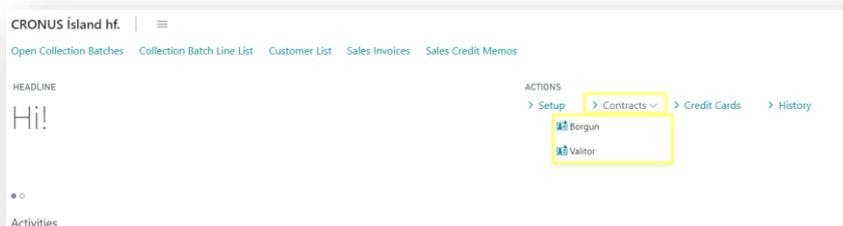
Search + New Edit List Delete Open in Excel

Code ↑	Description	Amounts Allowed
BORGUN	Borgun boðgreiðslur	Amount
VALITOR	Valitor boðgreiðslur	Amount

Collection Types

## Contract Setup

Next step is to set up contracts with card companies. Available ones are *Borgun Contracts* and *Valitor Contracts*, and they can be accessed from the main menu / Tell Me search or corresponding role center:



Example below:

BORGUN CONTRACTS | WORK DATE: 4/6/2020 ✓ SAVED

Search + New Edit List Delete Open in Excel

Contract No. ↑	Processor No.	Description	Currency Code	Blocked
→ 9275444	9275444	UAT Contract	ISK	<input type="checkbox"/>

Now we can finish linking Collection templates. Type **Collection Template List** in Tell Me Search and add connections with Valitor and Borgun providers. Once these steps are complete, you can connect customers etc.

COLLECTION TEMPLATE LIST | WORK DATE: 4/6/2020

Search + New Manage Open in Excel More options

Code ↑	Description	Type Code	Contract No.	Blocked
BORGUN_R	Borgun - sölureikningar	BORGUN	9275444	<input type="checkbox"/>
BORGUN_V	Borgun - viðskiptamannafærslur	BORGUN		<input type="checkbox"/>
VALITOR_R	Valitor - sölureikningar	VALITOR	231517	<input type="checkbox"/>
VALITOR_V	Valitor - viðskiptamannafærslur	VALITOR		<input type="checkbox"/>

...MPLATE CARD | WORK DATE: 4/6/2020 ✓ SAVED

## BORGUN\_R · Borgun - sölureikningar

Batches | More options

**General** Show more

Code ..... BORGUN\_R

Description ..... Borgun - sölureikningar

Type Code ..... BORGUN

Blocked .....

---

**Collection**

Contract No. .... 9275444

Creation Source ..... Posted Sales & Services

Batch Line Creation R... ..

Batch Start Date Calc... .. -CM

Batch End Date Calcula... .. +CM

---

**Posting** Show more

Balance Posting ..... Total

Bal. Account Type ..... G/L Account

Bal. Account No. .... 41150

Posting No. Series ..... FRH

Source Code ..... BODGR

---

**Printing**

Test Report ID ..... 10011071

Test Report Name ..... Collection Payment - Test

Force Posting Report .....

Posting Report Name ..... G/L Register

Batch Info. Report ID ... 10011070

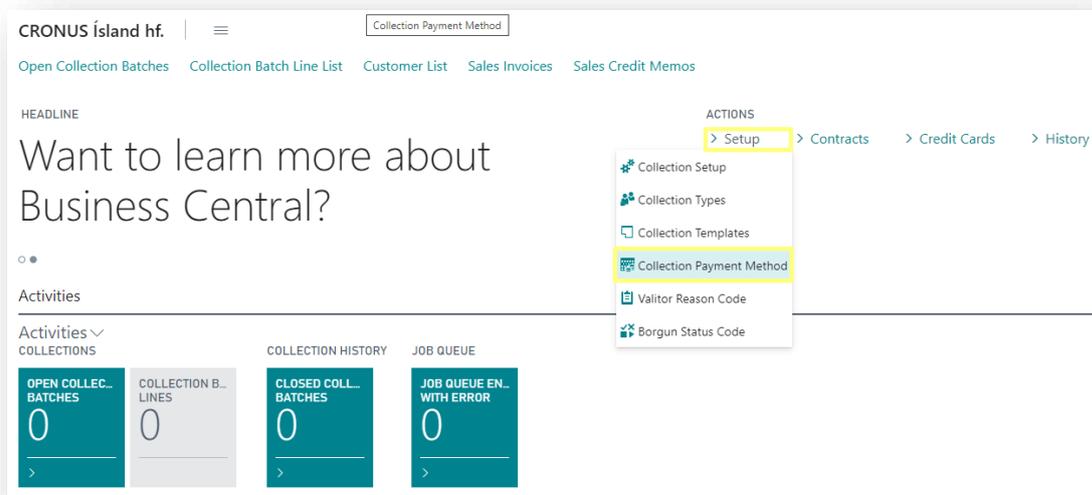
Batch Info. Report Na... ..

Important fields:

- *Contract No.* – Relation to existing contract with provider.
- *Creation Source* – Possible options Customer Ledger Entry, Posted Sales & Services. Represent source from where collection batch will be created.
- *Batch Start/End Date Calculation* – Represent in what date ranges collection batch will be defined.
- *Posting No. Series* – No. Series that will be used in posting collection batch.

### Collection Payment Method

After contracts and templates are setup, we can now link the collection payment method to the template code:



**Collection Payment Methods** also refers to standard Payment Methods table.

COLLECTION PAYMENT METHODS | WORK DATE: 1/27/2022

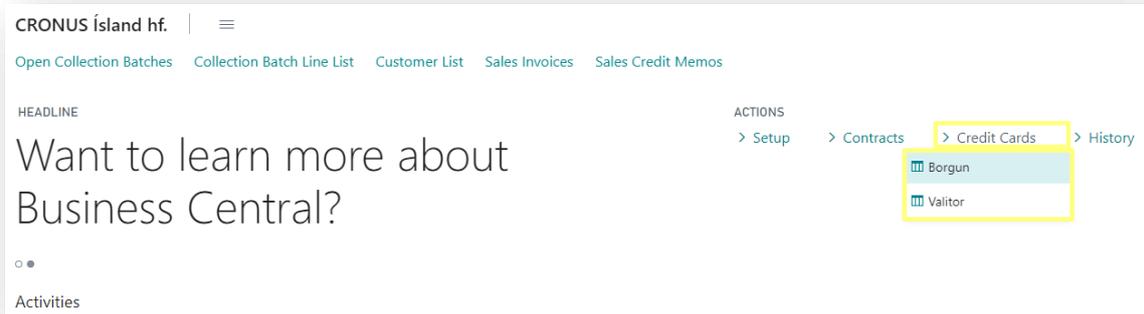
✓ SAVED

Search + New Edit List Delete Open in Excel

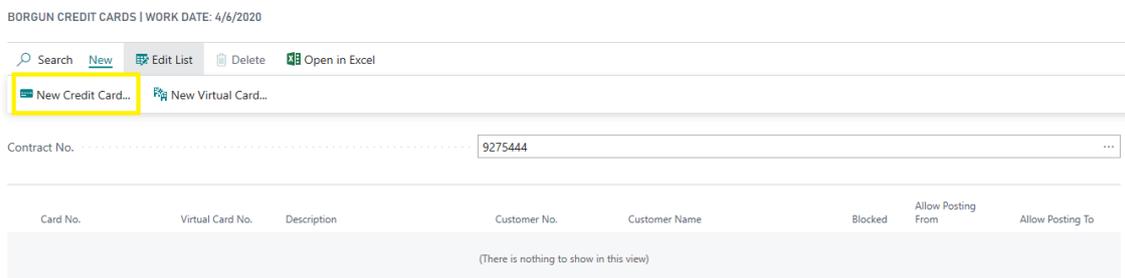
Code ↑	Description	Template Code	Template Description
→ BKORT_M	Borgun boðgreiðslur mánaðarlega	BORGUN_V	Borgun - viðskiptamannafærslur
BKORT_R	Borgun boðgreiðslur á reikninga	BORGUN_R	Borgun - sölureikningar
VKORT_M	Valitor boðgreiðslur mánaðarlega	VALITOR_V	Valitor - viðskiptamannafærslur
VKORT_R	Valitor boðgreiðslur á reikninga	VALITOR_R	Valitor - sölureikningar

Credit cards are then linked to customers.

Credit cards for customers can be linked to them under Borgun credit cards or Valitor credit cards:



Select New Credit Card and insert necessary information:

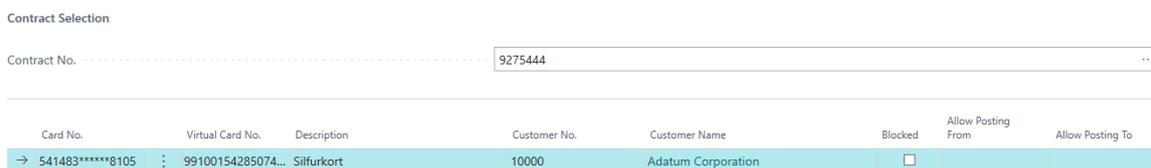


EDIT - BORGUN NEW CREDIT CARD

Enter 16 digit credit card no. from Borgun (no hyphens)

Card No.

A virtual card response is returned, which we then link to the customer:



It is important that customer has valid *Registration No.*

CUSTOMER CARD | WORK DATE: 4/6/2020

## 10000 · Adatum Corporation

New Document Request Approval Navigate Customer | Actions Navigate Repo

### General

No.

Registration No.

Name

Now we should insert the payment method code for credit card payment on the customer:

CUSTOMER CARD | WORK DATE: 4/6/2020

## 10000 · Adatum Corporation

New Document Request Approval Navigate Customer | Actions Navigate Report Fewer options

General > 5902697199 Adatum Corporation

Address & Contact > 810 Alvaro Carrera alvaro.carrera@contoso.com

Invoicing > INNANLANDS INNANLANDS

### Payments

Prepayment %  Fin. Charge Terms Code

Application Method  Cash Flow Payment Terms Code

Partner Type

Payment Terms Code  Print Statements

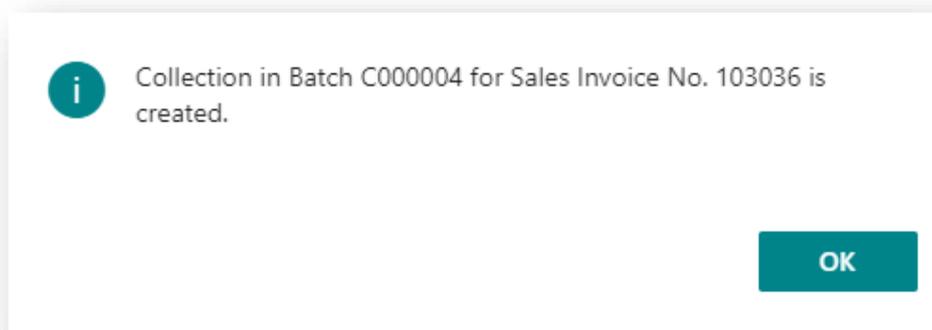
Payment Method Code

Reminder Terms Code

Last Statement No.  Block Payment Tolerance

Preferred Bank Account Code

After this has been set up, a new line will be created in the Collection Batch when posting a Sales Invoice for this customer and a message will inform us about it:



## Valitor Reason Codes

Valitor Reason Codes can be found in role center under *Setup* group, or searching from Tell me box.

CRONUS IS | ☰

Open Collection Batches | Collection Batch Line List | Customer List | Sales Invoices | Sales Credit Memos

INSIGHT FROM LAST MONTH

You closed 2 more deals than in the same period last year

○ ○ ○ ●

Activities

ACTIONS

- > Setup
- > Contracts
- Collection Setup
- Collection Types
- Collection Templates
- Collection Pay
- Valitor Reason Code
- Valitor Reason Code
- Borgun Status Code

Valitor Reason Codes represent codes, which explain errors, that can be retrieve from Valitor service.

VALITOR REASON CODES | WORK DATE: 4/6/2020 ✓ SAVED

🔍 Search + New Edit List Delete Open in Excel

Code ↑	Description
→ <input type="text" value="0"/>	Heimild.
1	Hringið eftir heimild (hafið samband við útgefanda korts)
11	VIP Heimild. (ADVICE)
12	Óheimil úttekt.
13	Óheimil upphæð.
14	Óheimilt kortnúmer.
15	Útgefandi korts ekki til.
19	Reynið aftur.
2	Hafið samband við útgefanda korts, sérstök ástæða.
4	Takið kort
41	Takið kort og klippið, týnt kort. (Svar táknar sviksamleg not)
43	Takið kort og klippið, stolið kort. (Svar táknar sviksamleg not)
5	Synjun.
51	Yfir heimildarmörkum.
52	Engin tékkareikningur.
53	Engin sparireikningur.
54	Synjun, útrunnið kort.
55	Rangt PIN númer.
57	Úttekt ekki heimil fyrir korthafa.
61	Korthafi fer yfir hámarksfjárhæð. (ADVICE)
62	Takmarkað kort.
65	Teljari yfir hámark. (ADVICE)
7	Takið kort og klippið. (Sviksamlegt not á korti önnur en "41" Glatað eða "43"...
75	PIN teljari yfir hámark. (ADVICE)
82	Rangt CVV. (ADVICE)
86	Getur ekki staðfest PIN.
91	Næ ekki sambandi við útgefanda.
93	Úttekt ekki heimiluð vegna lagatakmarkanna.

## Borgun Status Code

**Borgun Status Code** can be found in role center under *Setup* group, or searching from Tell me box.

The screenshot shows the system's role center. At the top, there's a navigation bar with 'CRONUS IS' and a menu icon. Below it, a list of links includes 'Open Collection Batches', 'Collection Batch Line List', 'Customer List', 'Sales Invoices', and 'Sales Credit Memos'. A large insight card displays 'Your top customer was Relecloud, bought for kr235,067'. To the right, an 'ACTIONS' menu is open, showing a breadcrumb path: 'Setup > Contracts > Credit Cards > History'. Under the 'Setup' group, several options are listed, with 'Borgun Status Code' highlighted in a yellow box.

Borgun Status Code represent codes, which explain errors, that can be retrieve from Borgun service.

BORGUN STATUS CODES | WORK DATE: 4/6/2020 ✓ SAVED

Search + New Edit List Delete Open in Excel

Code ↑	Description	Processing Status
→ 1210	Payment transmission is waiting to be processed	Pending
2620	Payment transmission successfully processed	Pending
3210	Payment transmission denied, missing required information	Pending
3220	Payment transmission denied, duplicate sequence number fo...	Pending
3510	Payment transmission denied, format error in data	Pending
3520	Payment transmission denied, please contact Borgun	Pending
3550	Payment transmission deleted	Pending

## Open Collection Batches

List of open collection batches can be found on role center or from Tell me search box.

The screenshot shows the 'Open Collection Batches' section of the system. The navigation bar includes 'CRONUS IS' and a menu icon, with 'Open Collection Batches' highlighted in a yellow box. Below the navigation bar, there's a list of links: 'Open Collection Batches', 'Collection Batch Line List', 'Customer List', 'Sales Invoices', and 'Sales Credit Memos'. A large insight card displays 'The best-selling item was SYDNEY Skrst.stóll, grænn with 8 units sold'. To the right, an 'ACTIONS' menu is open, showing a breadcrumb path: 'Setup > Contracts > Credit Cards > History'. Below the insight card, there's a section for 'Activities' with a dropdown arrow. Underneath, there are four summary cards: 'OPEN COLLEC... BATCHES' with a count of 1, 'COLLECTION B... LINES' with a count of 1, 'CLOSED COLL... BATCHES' with a count of 0, and 'JOB QUEUE EN... WITH ERROR' with a count of 1.

CRONUS IS | ☰

Open Collection Batches: All | 🔍 Search | New | Manage | Process | 📄 Open in Excel | More options

Code ↓	Template Code	Description	Creation Source	Creation Date and Time
B000002	VALITOR_V	Valitor - viðskiptamannfærslur	Posted Sales & Services	8/24/2020 1:45 PM
2345681	BORGUN_R	Borgun - sölureikningar	Posted Sales & Services	8/25/2020 12:37 PM
2345680	VALITOR_R	Valitor - sölureikningar	Posted Sales & Services	8/25/2020 11:19 AM

OPEN COLLECTION BATCH CARD | WORK DATE: 4/6/2020

### 2345681 · Borgun - sölureikningar

New Process More options

**General** Show more

Code	<input type="text" value="2345681"/>	Period From Date	<input type="text" value="4/1/2020"/>
Template Code	<input type="text" value="BORGUN_R"/>	Period To Date	<input type="text" value="4/30/2020"/>
Description	<input type="text" value="Borgun - sölureikningar"/>	Contract No.	<input type="text" value="9275444"/>
Creation Date and Time	<input type="text" value="8/25/2020 12:37 PM"/>		

Collection Lines | Manage | More options

Line No. ↑	Posting Date	Credit Card Select	Publish Status	Agent Status	Original Amount	Payment Amount	Remaining Amount	Bill-to Customer No.	Bill-to Name	Publish Error Code
→ 1	4/6/2020	Yes	Created		35,055	0	35,055	10000	Adatum Corporation	

Every collection line represents one sales invoice posted in batch card period.

Collection batch can be published to service provider on *Publish Batch* action, under *Process* group.

OPEN COLLECTION BATCH CARD | WORK DATE: 1/27/2022

### C000004 · Valitor - sölureikningar

New **Process** More options

**Publish Batch** | Get Payments | Close Batch | Post

Code	<input type="text" value="C000004"/>	Period From Date	<input type="text" value="1/1/2022"/>
Template Code	<input type="text" value="VALITOR_R"/>	Period To Date	<input type="text" value="1/31/2022"/>
Description	<input type="text" value="Valitor - sölureikningar"/>	Contract No.	<input type="text" value="231517"/>
Creation Date and Time	<input type="text" value="8/17/2020 2:08 PM"/>		

Line No. ↑	Posting Date	Credit Card Select...	Publish Status	Agent Status	Original Amount	Payment Amount	Remaining Amount	Bill-to Customer No.	Bill-to Name	Publish Error Code
→ 1	1/27/2022	Yes	Created		62	0	62	5902697199	Advania - Valitor	

After successfully publish collection batch to the service, we can see that lines got status *Pending*.

OPEN COLLECTION BATCH CARD | WORK DATE: 4/6/2020

2345681 · Borgun - söltreikningar

New Process More options

**General** Show more

Code: 2345681    Period From Date: 4/1/2020  
 Template Code: BORGUN\_R    Period To Date: 4/30/2020  
 Description: Borgun - söltreikningar    Contract No.: 9275444  
 Creation Date and Time: 8/25/2020 12:37 PM

Line No. ↑	Posting Date	Credit Card Select...	Publish Status	Agent Status	Original Amount	Payment Amount	Remaining Amount	Bill-to Customer No.	Bill-to Name	Publish Error Code
→ 1	4/6/2020	Yes	Pending		35,055	0	35,055	10000	Adatum Corporation	

After provider process our request we can get payments from service on *Get Payments* action.

OPEN COLLECTION BATCH CARD | WORK DATE: 4/6/2020

2345681 · Borgun - söltreikningar

New Process **Get Payments**

Publish Batch **Get Payments** Close Batch Post

Code: 2345681    Period From Date: 4/1/2020  
 Template Code: BORGUN\_R    Period To Date: 4/30/2020  
 Description: Borgun - söltreikningar    Contract No.: 9275444  
 Creation Date and Time: 8/25/2020 12:37 PM

Line No. ↑	Posting Date	Credit Card Select...	Publish Status	Agent Status	Original Amount	Payment Amount	Remaining Amount	Bill-to Customer No.	Bill-to Name	Publish Error Code
→ 1	8/25/2020	Yes	Published	Paid	35,055	35,055	0	10000	Adatum Corporation	

Collection Batch Lines will get *Published* status, and this is prerequisites for posting batch.

Now, we post and close Collection Batch.

OPEN COLLECTION BATCH CARD | WORK DATE: 4/6/2020

2345680 · Valitor - söltreikningar

New Process More options **Post (F9)**

Publish Batch Get Payments Close Batch **Post**

Code: 2345680    Period From Date: 4/1/2020  
 Template Code: VALITOR\_R    Period To Date: 4/30/2020  
 Description: Valitor - söltreikningar    Contract No.: 231517  
 Creation Date and Time: 8/25/2020 11:19 AM



The collection payments were successfully posted.

OK

Collection Batches can be previewed or printed on **Print** action, under *Report* section.

OPEN COLLECTION BATCH CARD | WORK DATE: 4/6/2020 ✎ + 🗑

B000001 · Borgun - sölureikningar

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New Process Actions Report Fewer options

**Print**

Code .....	B000001	...	Period From Date .....	4/1/2020	📅
Template Code .....	BORGUN_R	▼	Period To Date .....	4/30/2020	📅
Description .....	Borgun - sölureikningar		Contract No. ....	9275444	
Creation Date and Time .....	9/23/2020 2:51 PM				

On report request page, we can set a filters, regarding batch, and on *Preview* button, see layout of report.

COLLECTION BATCH ↗

**Print Settings**

Selected printer: ..... (Browser)

**Filter: Collection Batch**

× Code ..... B000001 ▼

× Type Code ..... ▼

× Period From Date ..... 📅

× Period To Date ..... 📅

× Contract No. .... 📄

[+ Filter...](#)

Filter totals by:

[+ Filter...](#)

**Collection Batch**  
CRONUS IS

Wednesday, September 23, 2020  
Page 1  
No. ICELANDCLOUD\STEFANT

Code	B000001	Posting Date	09/23/20	Amount	80,922
Description	Borgun - sölureikningar	Period From Date	04/01/20	Total Count	1
		Period To Date	04/30/20	Paid Count	0
Type Code	BORGUN			Error Count	0
Template Code	BORGUN_R	Contract No.	9275444		
Creation Date and Time	09/23/20 02:51 PM	Minimum Publish	Created		

Line No.	Do	Document No.	Posti	Publish Status	Bill-to Customer No.	Bill-to Name	Original Amount	Payment Amount
1			4/6/2020	Created	10000	Adatum Corporation	80,922	0

**Closed Collection Batches** can be found on role center under *History* group, or typing Closed Collection Batches in Tell me search box.

[Open Collection Batches](#) [Collection Batch Line List](#) [Customer List](#) [Sales Invoices](#) [Sales Credit Memos](#)

INSIGHT FROM LAST WEEK

The largest posted sales invoice was for kr235,067

ACTIONS

> Setup > Contracts > Credit Cards > Closed Collection Batches

- Closed Collection Batches
- Borgun Transmissions
- Valitor Transmissions

○○○

COLLECTION BATCH LIST | WORK DATE: 4/6/2020

Code ↓	Type Code	Description	Batch Closed	Template Code	Creation Date and Time	Creation Source	Period From Date	Period To Date	Contract No.
B000003	VALITOR	Valitor - sölureikningar	<input checked="" type="checkbox"/>	VALITOR_R	8/25/2020 10:34 AM	Posted Sales & Servi...	4/1/2020	4/30/2020	231517
B000001	VALITOR	Valitor - sölureikningar	<input checked="" type="checkbox"/>	VALITOR_R	8/24/2020 1:28 PM	Posted Sales & Servi...	4/1/2020	4/30/2020	231517
2345681	BORGUN	Borgun - sölureikningar	<input checked="" type="checkbox"/>	BORGUN_R	8/25/2020 12:37 PM	Posted Sales & Servi...	4/1/2020	4/30/2020	9275444

## Transmission List

On transmission lists we have overview of statuses that has been done between collection batches and service provider.

Borgun and Valitor transmissions lists can be found on role center under *History* group.

CRONUS IS | ≡

Open Collection Batches | Collection Batch Line List | Customer List | Sales Invoices | Sales Credit Memos

INSIGHT FROM LAST WEEK

Your top customer was  
**Adatum Corporation**, bought for **kr370,449**

ACTIONS  
> Setup > Contracts > Credit Cards > History

- Closed Colle...
- Borgun Transmissions**
- Valitor Transmissions

Activities

From transmission list we can see xml document send to provider on *Export Xml Document* action.

BORGUN TRANSMISSION LIST | WORK DATE: 4/6/2020

Search | + New | Manage | Export Xml Document | Upload Xml | Batches | Open in Excel

Contract No.	Processor No.	Closed	Transmission Date	Transmission Time	Sequence No.	Ticket No.	Proces... Compl...	Processing Status Code	Processing Description	Error Message
9275444	9275444	<input type="checkbox"/>	8/25/2020	1:17:34 PM	0002	WWW202008251173418614268	<input checked="" type="checkbox"/>	2620	Payment transmission successfully processed	
9275444	9275444	<input checked="" type="checkbox"/>	8/25/2020	12:45:00 PM	0001	WWW2020082510445973014267	<input checked="" type="checkbox"/>	2620	Payment transmission successfully processed	

Also we can see related collection batches with transmission on *Batches* action.

## Create Collection Batch from wizard

Creating collection batch automatically while posting sales/service invoices is not only option in our solution. We can also use collection batch wizard and manually create batch with setup's that we choose.

CRONUS IS | ≡

Open Collection Batches: All | Search | New | Man | Create Batch | Open in Excel | More options

**Create Batch**

Code 4	Template	Description	Creation Source	Creation Date and Time
8000002	VALITOR	Valitor - viðskiptamannfaerslur	Posted Sales & Services	8/24/2020 1:45 PM
2345684	BORGUN_V	Borgun - viðskiptamannfaerslur	Customer Ledger Entry	8/25/2020 1:47 PM
2345680	VALITOR_R	Valitor - sölureikningar	Posted Sales & Services	8/25/2020 11:19 AM

This wizard will guide you through all setup windows required to create new batch.

COLLECTION BATCH WIZARD

LET'S GO!  
Choose Next so you can specify the batch configuration

This wizard will guide you through all setup windows required to create a batch.

Batch can include a single type of Collections build by a batch template.

If you close the wizard during the setup process, all the information that you have entered will be deleted.

COLLECTION BATCH WIZARD

Select the Collection Template to use

Template Code ..... BORGUN\_V

Description ..... Borgun - viðskiptamannafærslur

Creation Source ..... Customer Ledger Entry

Settings from the Template are copied into the batch

Type Code ..... BORGUN

Contract No. .... 9275444

Currency Code ..... ISK

COLLECTION BATCH WIZARD

Entries within this period will be added to the batch

Period From Date ..... 8/1/2020

Period To Date ..... 8/31/2020

COLLECTION BATCH WIZARD

Entries matching these filters will be added to the batch

Customer No. Filter ..... .....

Payment Terms Code Filter ..... .....

Payment Method Code Filter ..... BKORT\_M

Customer Posting Group Filter ..... .....

After we have passed all steps in wizard, and setup everything that we need, we can finish creation of the batch on *Finish* action.

COLLECTION BATCH WIZARD

✓

THAT'S IT!  
All the steps in the wizard have been completed.

You can make changes to your settings from the Batch Card.

We can see from the batch list new batch that is created from Customer Ledger Entry source.

CRONUS IS | ☰

Open Collection Batches: All ▾ | 🔍 Search | New ▾ | Manage ▾ | Process ▾ | 📄 Open in Excel | More options | 🔍 📄 🔄

Code ↓	Template Code	Description	Creation Source	Creation Date and Time
8000002	VALTOR_V	Valitor - viðskiptamannfærslur	Posted Sales & Services	8/24/2020 1:45 PM
2345685	BORGUN_V	Borgun - viðskiptamannfærslur	Customer Ledger Entry	8/25/2020 2:20 PM
<u>2345684</u>	BORGUN_V	Borgun - viðskiptamannfærslur	Customer Ledger Entry	8/25/2020 1:47 PM
2345680	VALTOR_R	Valitor - sölureikningar	Posted Sales & Services	8/25/2020 11:19 AM